



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

*J. Hammond*

DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEY YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

December 23, 2005

To: Mayor Michael D. Antonovich  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
From: *David E. Janssen*  
David E. Janssen  
Chief Administrative Officer

**DEPARTMENT OF CHIEF INFORMATION OFFICE MAP APPOINTMENT REQUEST**

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the Department of Chief Information Office's attached request for the promotion of Mr. Ali Farahani to the position of Senior Information Technology Consultant, CIO at an annual salary of \$117,825.48, which is in the third quartile of the R13 salary structure and is above the control point. This requested salary reflects a 10% increase from his current annual salary of \$107,114.04.

Mr. Farahani has been functioning at the level of a Senior Information Technology Consultant, CIO since April 2005. He acts primarily as the lead Information Technology technical and/or business analyst consultant to the Chief Information Officer and Information Systems Division Managers in County Departments. Mr. Farahani assists in planning, policy and standards development, and publication and maintenance of Countywide information technology standards. He continues to be involved with many of the complex projects and issues facing the Department of Chief Information Office. Furthermore, it is the Department's belief that Mr. Farahani's technical expertise, demonstrated performance, and significant knowledge of the Department's operations, as well as the significant increase in the level and scope of responsibility, justify the proposed salary.

Each Supervisor  
December 23, 2005  
Page 2

Based on this information, we recommend that the Department's request be approved. Unless otherwise instructed by January 11, 2006, we will authorize the Chief Information Office to proceed with this appointment.

Please contact me if you have any questions or need additional information.

DEJ:DIL:SK  
DD:VIC:kd

Attachments

c: Executive Officer, Board of Supervisors  
County Counsel  
Chief Information Office

Ali Farahani.bm.doc



**COUNTY OF LOS ANGELES**  
**CHIEF INFORMATION OFFICE**  
500 West Temple Street  
493 Kenneth Hahn Hall of Administration  
Los Angeles, CA 90012

JON W. FULLINWIDER  
CHIEF INFORMATION OFFICER

Telephone: (213) 974-2008  
Facsimile: (213) 633-4733

November 23, 2005

To: Debbie Lizzari, Asst. Administrative Officer  
Chief Administrative Office

From: Jon W. Fullinwider  
Chief Information Officer

Subject: **PROMOTION OF EMPLOYEE TO THE LEVEL OF SENIOR  
INFORMATION TECHNOLOGY CONSULTANT, CIO**

We are submitting a departmental personnel action request for promotion of Ali Farahani to Senior Information Technology (I/T) Consultant (R13) position.

The attached request provides a 10% increase of Mr. Farahani's base salary and movement to the R-13, MAPP Range. Subsequently, his new salary will fall in the third quartile of the range.

I appreciate your assistance in this matter. If you need additional information, please contact Julia Lee, of my staff, at (213) 974-1721.

JEW:JEW:JSL

Attachment

c: Cindy Lee, CAO Analysty

P:\Departmental\Personnel\Request to promote-Farahani Memo.doc

## REQUEST TO PROMOTE

Department Chief Information Office

Facility \_\_\_\_\_

If this classification is on the Reemployment List, has clearance been obtained from the CAO Office of Human Resources? ☐ Yes ☐ No ☒ N/A

### REQUEST TO PROMOTE

Employee Name Ali Farahani  
Employee No. 258659

Item No.: 2564A Item Title: Senior Information Technology Consultant

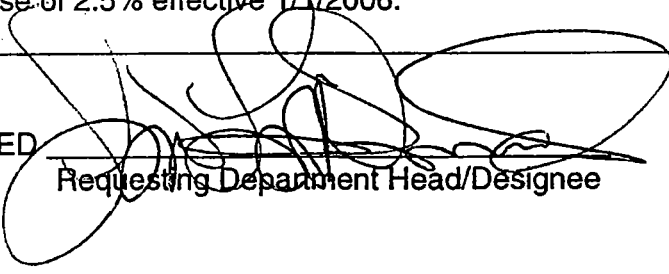
Effective Date: November 18, 2005 Funding Source 10070

#### Justification

We are requesting your approval to promote Mr. Ali Farahani to Senior Information Technology Consultant, CIO. Mr. Farahani is currently being funded against a Senior Information Technology Consultant item with our department.

Mr. Faranahi has been functioning at the level of Senior Information Technology Consultant, CIO and based on his duties, we wish to promote him to the higher level. Pursuant to your approval we will appoint Mr. Farahani to the R-13 position with a 10% increase. His salary will be increased from \$8,926.17 to \$9,818.79. The annual salary will be \$117,825.48, which falls in the third quartile of the R-13 range. Mr. Farahani is also eligible to receive an across-the-board cola increase of 2.5% effective 1/1/2006.

REQUEST APPROVED

  
Requesting Department Head/Designee

11/18/05  
Date

\_\_\_\_\_  
David E. Janssen  
Chief Administrative Officer

\_\_\_\_\_  
Date

REQUEST DENIED:

\_\_\_\_\_  
David E. Janssen  
Chief Administrative Officer

\_\_\_\_\_  
Date

**CHIEF INFORMATION OFFICE  
POSITION DESCRIPTION  
SR. INFORMATION TECHNOLOGY CONSULTANT**

The IT Consultant acts primarily as the lead Information Technology technical and/or business analyst consultant to the Chief Information Officer and Information Systems division managers in County Departments. Consultants assist in planning, policy standards development, publication and maintenance of countywide I/T Standards. Major responsibilities include development of a countywide Strategic Information Technology Plan, developing and coordinating the implementation of a standard Business Automation Plan to be completed annually by all county departments. Additionally, consultants are responsible for the development of I/T Policies and the publication and maintenance of supporting technology standards.

Major responsibilities will include but not be limited to:

- *Project/Program Analysis and Management* - Leads Countywide Initiatives, typically according to area of responsibility (departmental, emerging technology issues, strategic objectives, etc.). Performs program/project analysis including developing work plans, project management, contract management and project oversight, as appropriate. Investigates a wide-range of technology solutions presented by outside entities and make recommendations on the application of information technology to County programs and acts as lead in formulating and implementing strategies that support those initiatives.
- *Department-wide Project/Program Oversight and Analysis* – Provides project management and oversight of departmental IT initiatives. Conducts thorough review and analysis of contract terms and conditions, payments schedule, project plans, and project structures; makes recommendations to the Board to approve, deny, or modify agreements related to these projects.
- *Develops and coordinates the implementation of standard Business Automation Plans with County Departments* - Meets with department IT Managers to assist in formulation of their Business Automation Plan (BAP), providing high-level business and technical support in developing operational and strategic goals. Consultants review proposed I/T strategies to ensure alignment with County Strategic Goals, and I/T Strategic Directions and participate in the budget review process to determine reasonable use of resources (ex. staffing, etc.).
- *Assists in the development of IBAP* –Assists in developing the Integrated Business Automation Plan, a comprehensive Countywide report reflecting the County's I/T environment and planned initiatives.
- *Contract Analysis*- Reviews I/T solicitation instruments, statements of work, and contracts for clarity and essential content, i.e., requirements, defined tasks, deliverables, testing, define acceptance criteria, etc.) and prepares recommendations to the Board of Supervisors.
- *Reviews Request For Proposal Development* –Collaborates with user departments, Internal Services Department (ISD), and County Counsel in reviewing and or developing Requests for Proposal (RFP), Request for

Quotations (RFQs), and Requests for Information (RFI). As required develop RFPs for projects managed through the Office of the CIO.

- *Perform contract development and analysis-* Independently develops Statements of Work (SOWs) and draft contracts, collaborating with ISD and County Counsel to finalize terms and conditions that result in a final Board Approved Agreement.

Additional responsibilities include, but will not be limited to:

- Meets with Board Offices and Department Heads to develop and maintain a countywide I/T direction and Strategic I/T Plan.
- Develops countywide I/T Policies, and processes to improve the County's overall management of information technology.
- Provides consultation to departments on I/T planning.
- Works with Telecommunication and System Advisory Board Work Group to establish technology standards that support the County's strategic I/T direction.
- Collaborates with other regional entities, I/T industry leaders, other governmental agencies, etc to identify industry trend and opportunities
- Represents the Chief Information Office at department and Board meetings.

**CHIEF INFORMATION OFFICE  
CURRENT ITEM CONTROL AS OF 11/30/05**

BUDGETED POSITIONS			PAYROLL ACTUAL				
Item No.	Item Description	Sch	Employee Name	Employee Number	Item No.	Title	Sch
<b>Information Technology Planning/Oversight</b>							
2564A	Sr Info Technology Consultant	R13	Greg Melendez	419008	2563A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	James Hall	465368	2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Janette Parker	018665	2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Dennis Shelley	082516	2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Earl Bradley	009504	2564F	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Ali Farahani	258659	8621A	Sr. Probation Director	R12
2564A	Sr Info Technology Consultant	R13	John McIntire	060153	2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Recruitment In Process		2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Recruitment in Process		2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	Recruitment In Process		2564A	Sr Info Technology Consultant	R13
<b>Enterprise Information Security</b>							
2566A	Chief Information Security Officer	R14	Allen Brusewitz	493217	4631A	Chief Information Security Officer	R14
2564A	Sr Info Technology Consultant	R13	Robert Pittman	161789	2564A	Sr Info Technology Consultant	R13
2564A	Sr Info Technology Consultant	R13	David Hamamoto	257221	2563A	Sr Info Technology Consultant	R13
<b>Administration</b>							
2580L	Chief Information Officer	R16	Jon Fullinwider	443416	2580L	Chief Information Officer	R16
2567A	Chief Deputy Director, CIO	R14	Jonathan Williams	098114	2567A	Chief Deputy Director, CIO	R14
1002A	Administrative Services Manager I	88H	Julia Lee	269235	1002A	Administrative Services Manager I	88H
2121A	Executive Secretary II	85D	Yolanda Garcia Del Valle	240912	2121A	Executive Secretary II	85D
2115A	Senior Management Secretary II	81D	Sandra Claggett	034158	2115A	Senior Management Secretary II	81D
2482F	Student Professional Worker-IT	FH	Recruitment In Process		2482F	Student Professional Worker-IT	FH

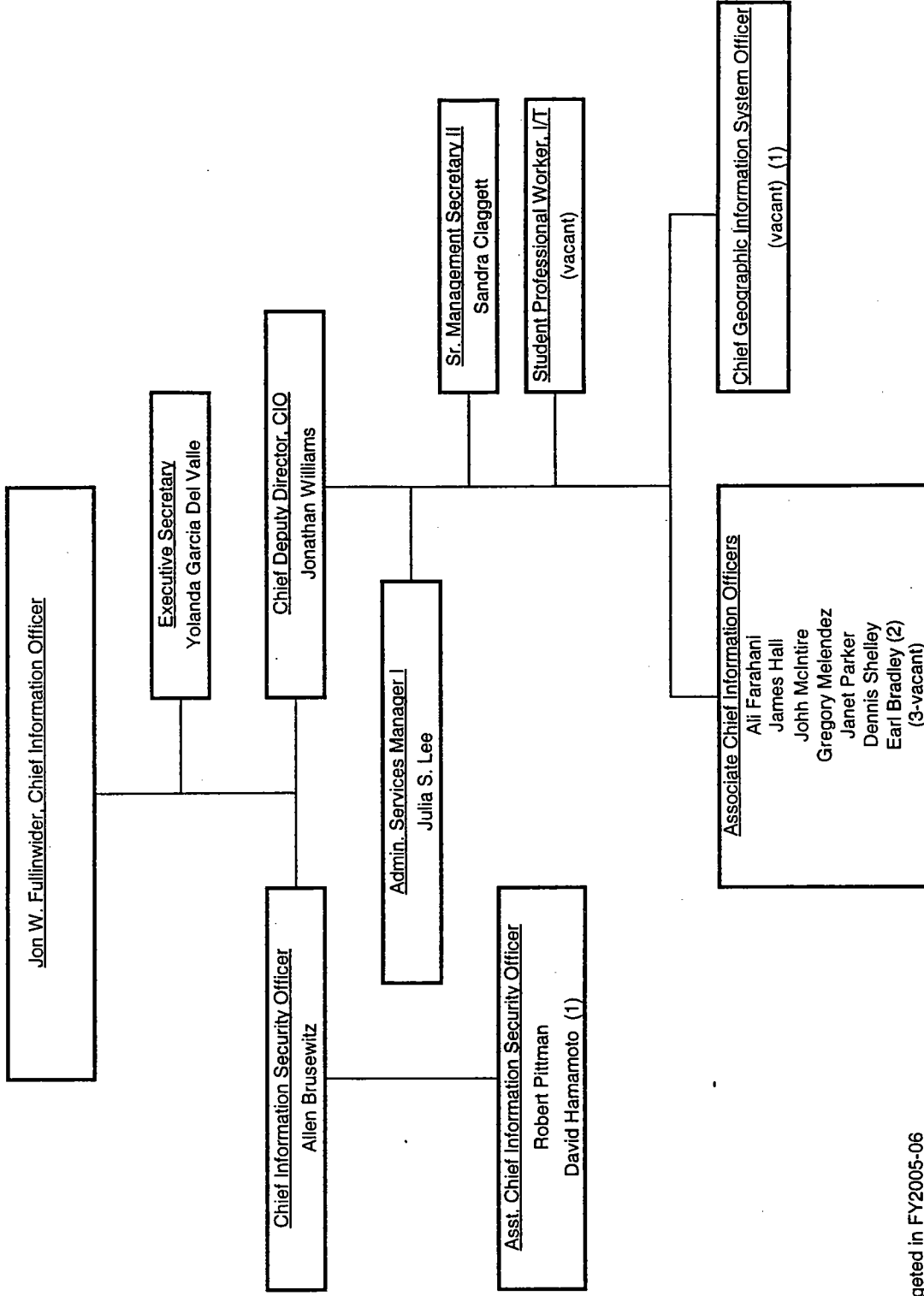
Remarks
120-day Retiree/Recruitment in Progress



# CHIEF INFORMATION OFFICE

## Fiscal Year 2005-2006

[Budgeted Positions = 19.0]



- (1) New positions budgeted in FY2005-06
- (2) Working as 120 day Retiree

November 30, 2005

Jon W. Fullinwider,  
Chief Information Officer

**Chief Information Office  
Hiring/Promotional Freeze Amendment  
Fiscal Year 2004-05  
Month: April 2005**

ATTACHMENT I

**New Hires/Rehires/Reinstatements**

<u>Employee Number</u>	<u>Employee Name</u>	<u>Item Number</u>	<u>Item Sub</u>	<u>Item Description</u>	<u>Job Appointment Date</u>	<u>Salary</u>
009504	Earl Bradley	2564	F	Sr. I/T Consultant (120-day rehiree)	4/4/2005	10198.02
258659	Ali Farahani	8621	A	Sr. Probation Director	4/11/2005	N/A